

# MADISON COUNTY LIBRARY BOARD OF TRUSTEES MINUTES

April 12, 2007

*approved  
as corrected  
7-12-07*

Present: 9

*K*  
Catherine Ames, Judy Atwood, Gerald Ingram, Romona Booth, Otelyer Byrd, Jackie Griffith, Dena Chandler, Suzie DeGrasse, and Fern Coutant  
Absent were: Margie Richards, George Nale and Libby Murray.

Chairman Gerald Ingram called the meeting to order at 4:30 pm in the General Purpose Room at the Madison County Library. Minutes of the January 11, 2007 meeting were read and corrected. Otelyer Byrd's name was misspelled. Suggestions were taken for replacements for Libby Murray who is going off the Board. Catherine reminded us to keep geographic representation in the county in mind when a selection was made. Margie will be asked to run an ad in the paper for applicants. Dena will be the liaison person between the Friends of the Library and the Board of Trustees, as she is on both boards.

As Branch Manager, Suzie mentioned that Darrell Huckaby will be the next speaker at the FOL meeting. He presently is teaching in Commerce, but also writes for the Athens Banner Herald newspaper. A good crowd is expected.

She also mentioned that Alisa Claytor won a contest at the Rural Library Sustainability Workshop that entitles her to a free 3 day Library work shop in Washington D.C. Similarly, Suzie won a contest the next month entitling her to attend a Southeastern Library Network Workshop (Solinet) in Atlanta for two days. Suzie also will present a workshop on how to sell books on line at the F.O.Ga Library meeting in Columbus, Ga. on April 20, as she has had success in this novel idea. Catherine encouraged all of us to participate in the FOGL "Antique Books Road Show to be held Friday April 20, in Columbus, GA.

A request was made by Suzie for a substitute librarian to cover the front desk whenever the three full time persons need time off. He/she must be available at various times, reliable and capable. The Personel Committee, consisting of Margie Richards, Jackie Griffith and Fern Coutant, will review the applications and make the decision that will then go before the ~~Commissioners~~ *the Library Board*.

On Friday the 13<sup>th</sup>, a two million dollar bill will go before the House of Representatives to be voted upon. From there it goes to the Senate for approval. Our Library received monies from this bill in 2004 after the tornado, so hopefully,

we will again get some maintenance and repair monies. An additional seventeen cents per capita was added, making it a total of fifty two cents per capita.

Judy Atwood is changing positions to Director for Today's Libraries and will have increased responsibilities. ~~Kim James will replace her on this Board.~~

Meals on Wheels has agreed to help the Bookmobile deliver books to folks who can't get around easily.

A small raise in pay was given to all employees retroactive to January 2007.

~~Katherine~~ mentioned the "Gift Giving" to the Mad. Co Library was very good, totaling \$5,040 and this Library is doing well.

Questions were asked about the bricks that people bought for \$25.00 each. Not much has been done in that regard, but a committee, consisting of Gerald Ingram, Otelyer Byrd, and Romona Booth will again study all facets of the issue.

~~Katherine~~ mentioned that now non-profits have to file income tax, so the FOL will be required to do so, as they have \$11,957.46 in their treasury.

Under the topic of Buildings and Grounds, George Nale was not present, but Suzie mentioned that the cleaning people (Vivian Dorsey and Melissa Dills) were not following their contract. Instead of coming in on Sunday and Thursday to clean, they come in on Tuesday and Thursday which does not divide the week evenly into two parts thus allowing for smells and trash to build up. Also weeding is not being done outside. New contracts come up in November.

Many gifts of money have come in honoring Ms. Mary Jones. Two books have been presented to the Library honoring Libby Murray. The latter will also get a certificate of appreciation.

Judy, Lincoln, and Catherine attending the Legislative Day, but were a little disappointed. Ralph Hutchinson was present, but Alan Powell was not.

*Hudgens*

The next Red Cross Blood Drive at the Library is May 14, 2007. Suzie would appreciate volunteers to make homemade cookies.

Respectfully submitted,  
Fern Coutant

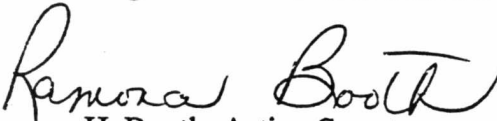
**MADISON COUNTY LIBRARY BOARD OF TRUSTEES**  
**Minutes of Called Meeting on July 24, 2007**

The Board of Trustees of the Madison County Library met at the offices of the Madison County Journal at 9:30 A.M. on July 24, 2007 for the purposes of reviewing the proposed library budget for 2008. Board members in attendance were Gerald Ingram, Ramona Booth, Dena Chandler, Otelyer Byrd, Jackie Griffith, Margie Richards, and George Nale. Absent was Fern Coutant.

Chairman Gerald Ingram distributed a copy of the proposed budget to each member. He pointed out that the budget committee had worked with the Regional library and had met with Morris Fortson at the county commissioner's office. A salary increase of 4% for library personnel is included in this budget. If the county personnel raise for 2008 is different from 4%, the library budget will be adjusted. Other major changes in the budget included increase in "travel" due to fuel costs and a decrease in "landscape maintenance" due to the county doing the grass mowing. The landscape service will mulch and trim shrubbery. Mr. George Nale made a motion that the budget as proposed be accepted. His motion was seconded and approved.

The county commissioners must now approve the budget. The trustees decided to send a copy of the proposed budget to each commissioner with a note of explanation. Mr. Ingram will place this in the individual mailbox for commissioner at the courthouse.

Being no further business the meeting was adjourned.

  
Ramona H. Booth, Acting Secretary

10/22/07

Pam -

Here are copies of  
the Board minutes from  
this round (except  
Franklin County, which  
you already have).

Thanks,  
Donna

**MADISON COUNTY LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES FOR ~~JULY 12~~, 2007**

Oct 11

The Madison Co. Library board of trustees met at 4:30 p.m. on Thursday, Oct. 11, in the conference room of the library. In attendance were: Gerald Ingram, Otelyer Bird, Jackie Griffeth, Judy Atwood, Katherine Ames, George Nale, Suzie DeGrasse and Margie Richards. Absent were Ramona Booth, Fern Coutant and Dena Chandler.

Board chairman Gerald Ingram called the meeting to order. In the absence of secretary Fern Coutant, Margie Richards was asked to take the minutes.

Minutes of the July 12 meeting and the special budget meeting of July 24 were read and approved.

There was no public comment.

### REPORTS

#### Chairperson

Chairman Gerald Ingram reported that he had attended a Sept. 19 county board of commission <sup>meeting</sup> ~~agreement~~ with a budget that was slightly revised to include a part-time, 8-hour per week person on Tuesday evening.

Mr. Ingram told the board he had also discussed using trustee inmate labor to clean the library building, which would eliminate \$8,100 from the current budget.

Mr. Ingram also requested that the library be added to the 2008 SPLOST referendum.

Mr. Ingram called for someone to fill a Madison County vacancy on the regional library board. Mike Moak agreed to fill this position.

Mr. Ingram also charged the nominating committee (himself, Fern Coutant and Jackie Griffeth) to select a slate of officers for 2008.

#### Branch manager

Suzie DeGrasse reported that while patrons and circulation were down a little last quarter, computer use and reference questions were up.

She said the library would have a booth at the Danielsville Fall Festival on Oct. 20.

Participation in the Young Adult program is continuing to grow.

Miss DeGrasse reported she is working on a grant from Jackson EMC (Operation Round Up), which targets young adults. The grant will be used to buy additional materials for the library.

She reported that 1,252 children and young adult attended programs during the 2007 "Reading Takes You Everywhere" vacation reading program. There were 54 programs for children and 13 for young adults. 972 children and over 100 young adults participated by reading books.

#### Regional Director

Regional director Kathryn Ames presented the budget and told board members that some funds can be taken out of the reserve funds for the upcoming building project, if necessary.

She pointed out that Madison County Library is "on the list" for GPLS capital outlay construction projects. She also discussed SPLOST funding.

Ms. Ames said she would draft a letter and information on the building project for Mr. Ingram to present to the BOC.

Staff Development Day, Friends of Georgia Libraries and other library-related matters were also discussed.

Ms. Ames also introduced Donna Brumby as the new local resource person. Ms. Brumby discussed the homebound program, which replaces the bookmobile.

### Building and Grounds

George Nale reported that the committee is working on contracts for cleaning and landscaping. Both expire on 12/31/07 and are two-year contracts.

The board agreed to renew the landscaping contract with Angels of Earth at \$1,200/year (lower than previous contract).

The board agreed to take bids for the cleaning service at a budget of \$8,100 per year, if the county does not approve inmate labor. In the meantime, the current cleaning crew will continue at the same price without a contract.

### New Business

Chairman Ingram called for a special meeting of the nominating committee and the building and grounds committee.

The next meeting of the board of trustees was announced for Jan. 10 at 4:30 p.m. in the library.

The meeting was adjourned at 6:10 p.m.

Respectfully submitted by

Margie Richards

for secretary Fern Coutant

Dec. 1, 2007